

PASTON PARISH COUNCIL

Clerk to the Council: Martin K Campbell, Well Cottage, High Street, Southrepps,
Norwich NR11 8AH. Telephone: 01263 834551 E-mail: nnparishes@tiscali.co.uk

Minutes of the Ordinary Meeting of the Council held on Thursday 1st September 2016 in the Church, Paston

Present: N Bardswell, P Clabon M Brett, C Emberson, D McKeogh, E Purdy (Chairman),
In attendance PC C Gilbert (MODP) and 1 member of the public.

1. The Chairman welcomed all those present. Apologies were received from L Nicholson, Cllr W Northam (NCC/NNDC) and Cllr B Smith (NNDC).

2. Declarations of interest - none

The meeting was adjourned and PC Gilbert advised the Council that officer numbers were being reduced; then the Council heard from the NN Parish and Town Council Forum (Roger Arguile/Julie Chance). This was briefing about a new organisation, of Town and Parish Councils, set up to further the interests of the sector in North Norfolk. As a first issue the group was aiming to achieve a fairer distribution of the second homes council tax, of which the great majority is held back by NCC and NNDC so not available to Town and Parish Councils. The initial target is that 50% should be passed back to the parish. EP thanked the speakers for their attendance and the Council would add an item on the November agenda to allow the Council to formally support the Forum.

3. The minutes of the Ordinary Meeting of the Council held on July 7th 2016 were approved, and signed, proposer DMcK, all in favour.

4. Matters arising

4.1 NCC highways matters – a site meeting was held with NCC to determine the viability of an improved pedestrian crossing from Chapel Road to Vicarage Road and an estimate of £3200 had been received. NCC had advised that the ranger Team would be in Paston in mid-September so members can pass items to the Clerk for onward submission to NCC.

4.2 NNDC matters – the fly-tipping had been reported to NNDC and removed.

5. Planning

5.1 Mr G Temple, cart lodge & stables, The Old Granary, Green farm Drive (16/0870) – the Council has no objection.

5.2 Mr R Hayden, removal of planning condition, Woodlands, Bacton Road(16/0939) – the Council has no objection.

5.3 Interconnector, gas site escape route (16/0849) – application permitted.

5.4 Mr Mrs A Kerr, change of use, woodland to residential curtilage, Owl Barn, Green farm Drive (16/0955) – the Council has no objection

5.5 Other planning business – EP updated the Council on possible development sites in Paston.

6. Finance

6.1 Finance report – the Clerk advised that the Transparency Code grant had been approved and the external audit had been completed with no issues.

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6.2 Parish Partnership bid – further to item 4.1 the Council decided, by majority, to apply for a grant to construct the footway, at a cost to the Council of £1600, proposer EP. The Clerk would submit a Parish Partnership bid.

6.3 The following payments due were approved by the Council, proposer NB, all in favour:

- CGM, grass cutting (Jul)	£43.20	(cheque 0736)
- Clerk's expenses (March-August)	£228.28	(0737)
- Clerk's time for web construction	£106.32	(0738)

The cheques were signed.

7. Council Business

7.1 Playground - health and safety report – no issues, except that the equipment is gradually deteriorating; the grass cutting is not to a high standard. The playground group had now amassed £403 and were applying for a bank account.

7.2 Review of the new website – the Clerk gave the background to the construction of the website and how the Council had previously declined to pursue its production. The site is part of a development that was initiated jointly by NCC with Cambridge University; it is now maintained by Norfolk ALC; a grant to start and run the website for 2016-17 has been successfully applied for; the Clerk indicated that its cost was approx. ½ hour per week. Application for a domain name was an additional cost and NALC had indicated that a mobile-friendly theme was available. The Council agreed to continue with the site's development and the Clerk would apply for a suitable domain name (pastonpc).

7.3 Paston Charities and the almshouses – Pat Dawson gave an update of issues associated with the building rectification programme; billing for this is excessive and in dispute. Land sales will leave the Charity in deficit so the Council urged the Trustees to take advice from experts in the sector.

8. Clerk's and Councillors' Reports

8.1 Clerk's Report – the Clerk advised his forthcoming holiday dates.

8.2 Community Project Report - NB advised that the project was going ahead and there would be briefing for the PCC and Parish Council members, in the Church, on December 8th.

8.3 Members' Reports -

PC asked the Clerk to alert NCC to the overhanging hedge towards the Windmill.

DMcK asked the Clerk for a copy of the Definitive map, showing the parish boundary.

Part 2 business (meeting conducted in the absence of the public)

Review of the Clerk's hours in light of changes to the requirements of the job. This was the first review of the Clerk's hours for 18 years and he expanded on the changes to Parish Council administration, particularly in respect of the Internet and website, the Information Commissioner, PAYE, the Pensions Regulator and the Transparency Code. The Council accepted that the workload had increased and following a proposal by EP, the Clerk's weekly hours were increased to 5 hours per week, all agreed. A bank standing order mandate change was agreed and signed.

With no further business the meeting closed at 22.00.

Signed

Chairman

Date November 2016